

Maryland Institute College of Art (MICA)
Baltimore, MD

Position Specifications
Director of Campus Safety
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Prepared by:
Summit Search Solutions, Inc.



www.mica.edu

THE INSTITUTION

Founded in 1826 – **Maryland Institute College of Art (MICA)** is the oldest continuously degree-granting college of art in the nation. MICA has become the leader in the education of artists and designers by fostering a community of talented, creative individuals committed to redefining the boundaries of art and design and to expanding their own vision and perspective through rigorous study.

The College enrolls nearly 1,863 undergraduate, and 306 graduate and continuing studies students from 48 states and 54 countries in fine arts, design, electronic media, art education, liberal arts, and professional studies degree and non-credit programs. Redefining art and design education, MICA is pioneering interdisciplinary approaches to innovation, research, and community and social engagement. Alumni and programming reach around the globe, even as MICA remains a cultural cornerstone in the Baltimore/Washington region, hosting more than a hundred exhibitions and events annually by students, faculty and other established artists.

- Ranked in the top 10 of MFA programs in the visual arts, #3 in Graphic Design, and #5 in Painting/Drawing by *U.S. News & World Report*.
- In each of the past seven years, MICA has been listed as a top producer of Fulbright Scholars among specialty schools by *The Chronicle of Higher Education*, and was ranked No. 1 in 2008-09, in 2012-13 and in 2013-14.
- Listed among the 25 best U.S. design schools by *ID* magazine and selected as top 20 U.S. design school by *GDUSA* magazine.
- The Princeton Review named MICA a "Best Northeastern College" each of the last eight years.

In July 2014, Samuel Hoi became the next president in the College's 188 year history. He assumed leadership at MICA following a period of unprecedented growth in the College's reputation, programs, enrollment, financial strength, and the endowment.

Read more: http://www.mica.edu/About_MICA/Samuel_Hoi_President.html

Location: Baltimore, MD

THE OPPORTUNITY

The **Director of Campus Safety** will be a law enforcement leader with the organizational vision to steer the department through a time of evolving expectations. He/she will develop, implement and manage campus safety programs and services including but not limited to campus security and emergency management. The Director will ensure compliance with all applicable state and federal laws, rules and regulations related to campus safety. MICA is committed to cultivating a campus safety culture that is based in customer service, quality, collaborative relationships, and community involvement (i.e. community policing). This position will be responsible for the long term development of the department in alignment with the strategic plan of the College.

Reporting to the Vice President for Operations, the Director will oversee a department of 36 with and addition seven part-time Baltimore City police officers. There are five direct reports including: Assistant Director, Administrative Assistant, Sergeants (2), and Dispatch Coordinator.

Essential duties and responsibilities:

- Develops, recommends, administers, and enforces college policies and procedures pertaining to the public to ensure the safety of students, staff, faculty, visitors, and property of the college.
- Plans activities related to campus safety operations, such as developing contingency plans for handling emergency situations, planning security coverage for special events, professional and student staff training and development.
- Collaborates with a wide range of college personnel and students, as well as local law enforcement and rescue/hospital personnel and other community members. Plans, coordinates and evaluates services/activities as well as coordinates the handling of emergencies and various safety/security problems and exchanges of information.
- Oversees follow-up investigations of all incidents/daily reports and recommends corrective action to resolve and prevent recurrence.
- Ensures that all applicable college safety and security rules and regulations, as well as state laws, are properly enforced. Collects, reports, and analyzes crime statistics/records.
- Stays current with trends in campus security field and makes changes as needed.
- Selects, develops, and manages staff with the ability to motivate and inspire confidence.
- Actively works with employees to provide information, techniques, instruction, feedback, and encouragement to maximize their success on the job and promotes staff growth through professional development and cross training.
- Responds to difficult, stressful or sensitive interpersonal situations in ways that reduce or minimize potential conflict and maintains good working relationships among the MICA community.
- Acts as liaison to all law enforcement agencies, fire, EMS, and 911 emergency dispatch centers.
- Plans and conducts comprehensive training programs and staff meetings. Confers regularly with staff to plan and coordinate activities, assigns and checks work, assists with unusual or difficult situations and resolves problems.
- Keeps abreast of new developments/changes in the field of campus safety, including crime reporting, fire and safety and security codes and standards, technology, and innovations in campus safety.
- Exercises full supervisory authority over the department's employees (staff and students).

Why consider the opportunity:

- *Reputation.* MICA is one of the foremost arts institutions in the country. The mission is inspiring. President Hoi brings excitement and energy the community.
- *Culture.* MICA offers a creative, stimulating and diverse campus and work environment. The college is nimble and operates with as few rigid structures as possible.
- *Impact.* This broad role has wide ranging influence on the well-being of the college community.

QUALIFICATIONS

Desired skills and experiences include:

- Bachelor's degree in law enforcement or related field.
- 5-7 years of managerial law enforcement experience required.
- Understanding of the unique role of security in the higher education sector.
- Demonstrated ability to motivate, instruct and lead a team.
- Excellent verbal and written communication skills with the ability to instruct in a precise and courteous manner.
- Current valid driver's license with good driving record.
- Ability to effectively navigate within both the college and law enforcement environments.
- Successfully build bridges and relationships with College executives, trustees, staff and faculty at all levels, students, and external constituencies.
- Knowledge of law enforcement in an urban setting preferred.
- Specialized training or certifications in criminal justice preferred.
- Recognizes the value of fair and respectful security that preserves the student experience.
- Experience in the higher education sector would be ideal.

PROCEDURE FOR CANDIDACY

Confidential review of applications will begin immediately and continue until the position is filled.

Click the following link to apply and submit your CV/resume: [Apply Now](#)

Or copy and paste the following link into your browser:

<https://summitsearchsolutions.catsone.com/careers/index.php?m=portal&a=apply&jobOrderID=5651738&portalID=5652>

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The Maryland Institute College of Art (MICA) is proud to be an equal opportunity employer. It is the policy of the college to apply recruiting, hiring, promotion, compensation, and professional development and disciplinary practices without regard to race, religion, color, age, gender identity or expression, national origin, citizenship, marital or parental status, sexual orientation, disability, or any other legally protected status. Further, MICA provides reasonable accommodation to persons with mental or physical disabilities. This policy applies to all programs, facilities, and activities provided by Maryland Institute College of Art, including but not limited to admission, educational programs, and employment.



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BALTIMORE, MARYLAND

Nicknamed the “charm city”, Baltimore offers a unique blend of historic charm, ethnic heritage and urban vitality, serving a community of people of all backgrounds and interests.

Located at the heart of the United States' east coast art corridor, Baltimore offers tremendous art resources—including the Baltimore Museum of Art, Walters Art Museum, and a thriving art scene with both underground and nationally renowned galleries featuring the work of contemporary artists. It offers easy access to the collections of the finest museums and galleries in the country. MICA offers regular, inexpensive bus trips to Washington, D.C., New York City, and Philadelphia.

Baltimore has the charm, sophistication, and amenities of a major city, but the neighborly feel of a town. There are all-night diners, avant-garde theatres, independent film festivals, ethnic restaurants, family-friendly open-air concerts and movies, gritty clubs, quirky coffeehouses, and John Waters. In 30 minutes, you can drive from the urban bustle of Baltimore’s Greek-town or Little Italy to Maryland’s vineyard and horse country.

Baltimore offers something for just about every taste and interest. You can buy groceries fresh from one of many city markets—including Lexington Market, the oldest continuously operating city market in the country—or directly from a street vendor’s pony-drawn cart. A brisk walk through Baltimore’s business district will take you from the one-of-a-kind, family-run Italian grocery Trinacria to a recently opened Whole Foods Market.

Baltimore is also probably the last urban place in America where high-ceilinged, well-lit studio space is still available and affordable for artists. The city's neighborhoods each have their own distinctive culture, architecture and charm.

Baltimore Facts:

- Baltimore is in north-central Maryland on the Patapsco River to where it empties into the Chesapeake Bay.
- Boasts 347 city-owned parks.
- The site was settled in the early 17th century and founded as a town in 1729. The town was named after Lord Baltimore, the founder of Maryland, and was incorporated as a city in 1797.
- The city is independent and does not fall within any county.
- The city is home to the Johns Hopkins Hospital.

For additional information on Baltimore, please visit:

The Official Website of the City of Baltimore, MD - <http://www.baltimorecity.gov/>
Baltimore Business Journal - <http://www.bizjournals.com/baltimore/>
Baltimore Collegetown – <http://www.baltimorecollegetown.org/>